Title 40/CCA LSS Initiative

Working Team Meeting Update

25 NOV 08

Agenda

Title 40/CCA Working Group

Objectives:

- Brief Working Group on Co-Sponsor Presentation
- Discuss the role of the Title 40/CCA Working Group moving forward

Time	Topic	Details	Facilitator
50 min	Present Co-Sponsor Briefing	Review Co-Sponsor briefing with the Working Group and provide feedback given to us by Mr. Wennergren & Dr. Spruill.	Ed/Bob
50 min	Working Group Discussion: Where do we go from here?	Discuss the future of the Working Group, now that projects have been identified and will soon be underway.	Tomatra/Ed
10 min	Wrap-up	Questions, Answers, Next Steps & Action Item Review	Tomatra

Evolution of the Working Group

Title 40/CCA Working Group

- Development:
  - Working Group members given the opportunity to recommit to the function
  - Working Group evolves into a Advisory Committee (AC)
    - A governance body that provides insight and guidance (not a "Go /No-Go" authority)
    - A forum for BBs and GBs to provide project status and metrics updates on all CCA CPI initiatives
    - The Advisory Committee becomes the knowledge source of all CCA CPI/LSS initiatives in OSD
- Roles:
  - Advisory Committee members are CCA/LSS liaisons to their respective entity/organization
    - Responsible for bringing CCA/LSS organizational issues to the attention of the AC
    - Responsible for taking CCA/LSS knowledge/learnings/best practices back to their respective organizations
    - Responsible for identifying SMEs/team members in their organizations for participation in future CCA CPI/LSS projects as they are identified
- Meeting Frequency:
  - Monthly meetings (frequency may be adjusted as necessary)

NOTE: OSD and the PMO (IMI&T) are beginning to define a governance structure. The CCA Advisory Committee will conform to this structure when it is finalized. In the current form of the OSD & PMO structure, the CCA Advisory Committee would be considered a "Guiding Team for Major Initiatives".

Next Steps

Title 40/CCA Working Group

- Next Meeting:
  - TBD (Day of Week, Time & Location)
- Homework: TBD
- Action Item: TBD
- Focus: (1) Brief working group on the feedback provided by our co-sponsors, Mr. Wennergren and Dr. Spruill (2) Address the future of the Working Group

4